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Education Cooperative

# **Business Pathway Plan of Study**

“We take care of the top 10% with scholarships and the special education students with IEPs, but the middle students are left to fend for themselves. The pathway plan of study is an IEP for those students”.

Gene Benson

# Vocational Education vs. Career and Technical Education

Vocational Education “Then”	Career and Technical Education “Now”
For <i>Some</i> Students	For <i>All</i> Students
For a Few <i>Jobs</i>	For All <i>Careers</i>
6-7 “Program Areas”	16 Clusters-79 Pathways
In Lieu of Academics	Aligns and Supports Academics
High School Focuses	High School and College Partnerships

# The Problems

- Engagement
  - For every 100 that enter high school only 70% graduate.
  - Number one reason students leave school is boredom.
- Achievement
  - Test scores, grades low
- Transition
  - To postsecondary education without the need for remediation
    - 63% take remedial courses at two-year institutions
    - 40% at four-year institutions
    - If you take one remedial course you are 50% less likely to obtain a degree.
  - To the workplace
    - Employers say they are not ready

# A Successful Plan of Study

- Must :
  - Contain both academic and CTE degree major courses
  - Include receiving a credential, certificate, license, degree, etc.
  - Be a plan to get students from high school entry to success in careers and postsecondary education.



Name: Jane Doe

License: 123456789

School/Campus/Unit: Your School District

**Business, Management and Administration: Administrative and Information Support**

EDUCATION LEVEL	GRADE	English/ Language Arts	Math	Science	Social Studies/ Science	Other Required Courses/ Other Electives/ Recommended Elective/ Learner	*Career and Technical Courses and/or Degree Major Courses for Administrative and Information Support Pathway		SAMPLE Occupational Relating to This Pathway	SAMPLE Occupational Relating to This Pathway
SECONDARY	KUDER Assessments initiated in the 8th grade- Advisor assigned through Career Action Planning (CAPS) and initial advisement meeting with								Paritimar with little training	Paritimar with Part-Secondary Training
	9	English/ Language Arts 9 *	Algebra I *	Physical Science and Lab *	Civics * / American Government	Physical Education /Health and Safety	Agricultural Science and Technology	Computerized Business Applications	<ul style="list-style-type: none"><li>Administrative Assistant</li><li>Communications Equipment Operator</li><li>Computer Operator</li><li>Cover Reporter</li><li>Custodial Services Assistant</li><li>Data Entry Specialist</li><li>Desktop Publisher</li><li>Dispatcher</li><li>Executive Assistant</li><li>Information Assistant</li><li>Legal Secretary</li><li>Literary Assistant and Order Processor</li><li>Medical Front Office Assistant</li><li>Medical Transcriptionist</li><li>Office Manager</li><li>Paralegal</li><li>Receptionist</li><li>Records Processing Assistant</li><li>Shipping and Receiving Clerk</li><li>Stenographer</li><li>Typist</li><li>Word Processor</li></ul>	<ul style="list-style-type: none"><li>Accounting Manager</li><li>Accounts Payable Manager</li><li>Administrative Services Manager</li><li>Assistant Credit Manager</li><li>Assistant Manager</li><li>Billing Manager</li><li>Business Development Manager</li><li>Chief Executive</li><li>Compensation and Benefits Manager</li><li>Credit and Collections Manager</li><li>Entrepreneur</li><li>Facilities Manager</li><li>Fiscal Line Supervisor</li><li>General Manager</li><li>Government Manager</li><li>Hospital Manager</li><li>Human Resources Manager</li><li>Managerial Assistant</li><li>Managerial Trainee</li><li>Manufacturing Manager</li><li>Meeting and Convention Planner</li><li>Operations Manager</li><li>Payroll Manager</li><li>Public Organization Manager</li><li>Public Relations Manager</li><li>Purchasing Manager</li><li>Risk Manager</li><li>Sales and Entertainment Manager</li></ul>
	10	English/ Language Arts 10 *	Geometry *	Biology and Lab *	World History *	Oral Communications / Fine Art	Family and Consumer Sciences	Computerized Accounting I		
	11	English/ Language Arts 11 *	Algebra II *	Chemistry *	U.S. History *	Spanish I/ Spanish II *	Managing Resources/ Elective	Computerized Accounting II		
	College Placement Assessments (ACT, SAT, ASSET) -Academic/Career Advisement Provided- KUDER Assessments and Final									
	12	English/ LangArts 12 *	Statistics or Concurrent credit in	Physics	Economics	Elective	Desktop Publishing I/ Desktop Publishing II	Office Management or Management		
POSTSECONDARY	Articulation/Dual Credit Transcribed-Postsecondary courses may be taken/moved to the secondary level for articulation/dual									
	Year 13 First Semester	Freshman Eng I	College Algebra				Principles of Accounting I	Intro to Business	Intro to Computer Concepts	
	Year 13 Second Semester				Principles of Macroeconomics	Legal Environment of Business	Principles of Accounting II	Word/Information Processing	Business Communications	
	Year 14 First Semester	Freshman Engl II			Economic Issues and Concepts	Leadership Issues	2000 Level Accounting Elective	Principles of Supervision	Management Elective	
	Year 14 Second Semester				Social Science Elective	Business and Professional Presentations	Marketing	Elective approved by advisor	Small Business Management	